



THE RETIRED TEACHERS OF ONTARIO **FOUNDATION**
LA FONDATION DES ENSEIGNANTES ET ENSEIGNANTS
RETRAITÉS DE L'ONTARIO

2017

Geriatrics / Gerontology Research & Training – Call for Proposals



RTO/ERO members - making a difference in their community.
Photo: Vanessa Paxton

RTO/ERO Foundation
2017 Grant Criteria & Call
for Proposals
May 8, 2017

Founded in 2011, and inspired by the history of philanthropy of The Retired Teachers of Ontario / Les Enseignantes et Enseignants Retraités de L'Ontario (RTO/ERO), the RTO/ERO Foundation is a registered Canadian charity.

Vision:

Enhance the quality of life of aging adults.

Mission:

We are a registered Canadian charity that invests in innovative initiatives promoting healthy, active aging. Recognizing the urgency of an aging Canadian population, we are proactively engaging with donors, RTO/ERO members, community organizations and subject matter experts to achieve our vision.

Our Legacy Started

Drawing on the 2009 Special Senate Committee on Aging, among our top priorities is investing in geriatrics and/or gerontology research and training at post-secondary institutions.

The Foundation has already achieved a major milestone – the creation of the RTO/ERO Chair in Geriatric Medicine at the University of Toronto.

Dr. Paula Rochon, an internationally renowned Clinician-Scientist, was named the inaugural Chair holder, effective July 2015. She will work to advance collaborative research in Geriatric Medicine along with promoting discovery and education in the area of Geriatric Medicine.

"I commend RTO/ERO and its members for their incredible foresight to invest in geriatrics research," says Dr. Paula Rochon, "Recognizing and learning more about the complexities of aging through science is key to promoting health among our older population."

2016 Granting - New

In the fall of 2016, the Foundation approved four projects at a total of just under \$100,000. Please visit our website to see a list of 2016 grantees.

About RTO/ERO

RTO/ERO is a voluntary membership organization of over 75,000 retired educators. Most RTO/ERO members live in Ontario and are affiliated with one of 48 Districts into which the organization is divided, including two Districts in British Columbia



2017 Granting Criteria & Call for Proposals Geriatrics / Gerontology Research and Training

May 8, 2017

The RTO/ERO Foundation is announcing a funding opportunity for research projects that focus on enhancing the quality of life of aging adults. This competition is open to qualified grantees based in Ontario and British Columbia.

Overall Goals

- Provide financial support to qualified grantees (**must be a registered Canadian charity**)
- Contribute to a variety of projects based in Ontario and British Columbia, thereby raising the profile of RTO/ERO Foundation and its vision.

Granting Criteria

The RTO/ERO Foundation Board of Directors, with support from the Grant Review Committee, will make decisions for funding approval.

Up to two (2) grants of **\$25,000**; projects should have a 1-year timeframe.

Decisions will be based on the following:

- The application was received at the Foundation Office on or before the deadline date.
- The research project team includes a geriatrician* (a specialist in geriatric medicine) and a role for trainees. Note: Only one application per Principal Investigator (PI)
- The research project meets the Overall Goals, and these key criteria:
 - clinically-relevant/health services projects (not basic science) that focus on enhancing quality of life of aging adults
 - are developed with and for older adults
 - demonstrate how their reach can be broadened beyond local (i.e. to underserved areas)
- Preference will be given to projects that:
 - are multidisciplinary or collaborative with other community organizations

Ineligible costs:

- capital ie. Technology (iPads), equipment purchases, furniture

*A geriatrician is required as a link between academia and learning, and to provide additional exposure to geriatrics training.

Proposal Format

Please include the following in your proposal (to be submitted in electronic format):

- **Overview of Project:** Begin with listing the institution(s), name of project, principal investigator(s), project team (clearly identify the geriatrician).
Write a 600 word (max.) summary of the project in lay terms. Include how funds received from the Foundation will be used.
- **Research Project Description:** Maximum of five pages total, Arial 12 pt. font, 1" margin. Include:
 - Objectives - why it is important to older adults
 - Methods - study design and team roles
 - Prospective benefits/expected findings and any risks
 - Evaluation criteria
 - Explanation of how research proposal findings/outcomes will be translated into action/benefits for older adults (including how results will be disseminated)
 - Timeline
 - Please disclose any corporate/pharmaceutical partners.
- **Budget:** The budget is detailed, complete and expenses are supported by quotation(s); other expenses (if applicable) are listed; identification of matching grants, in-kind donations and other funders or amounts pledged (if applicable) are listed. Note: if required, maximum of 5% of budget to be allocated to indirect costs.
- **RTO/ERO Foundation Recognition:** Describe how the RTO/ERO Foundation will be recognized for its support of this project.
- **Appendix:** As Appendix A, please include a condensed CV (max. two pages) of the lead PI(s) and each key team member. Other appendices may include letters of support or other relevant information, maximum of four pages total (plus CVs).

Role of Successful Applicant

The successful applicant agrees to the guidelines attached. Lead PI will be required to sign a formal letter acknowledging acceptance of guidelines. Funds will be available as soon as requirements are met.

Submitting Proposals:	Electronic format in English
Deadline:	Thursday, September 14, 2017, 4:30 p.m.
Notice of Decision:	Mid-October, 2017
Email:	ybronstein@rto-ero.org
	Subject: RTO/ERO Foundation Grant - Geriatrics

Main contact:

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www.rto-ero.org/support-the-foundation



Guidelines for Grant Recipients

To ensure you understand what is required as a grant recipient, please read the information below.

The Principal Investigator and/or the sponsoring institution are responsible for notifying the Foundation of any significant changes to the project, including but not limited to methodology, budget or personnel prior to the changes being implemented to ensure all aspects of the project continue to meet the Foundation's funding criteria.

Project Duration

The Principal Investigator (PI) is to provide a start date and end for the project, which will also represent the start and end of the granting period. Please note: The Foundation will use these dates to determine when to expect the interim (if applicable) and final reports from the grant recipient.

The project must start within six months of the date of the letter from the Foundation offering funding (the notification letter) and be completed within the approved period.

Project Extensions

If the project is delayed for any reason that will result in the project duration exceeding beyond the scheduled end date, please email your request for an extension to the Foundation before the original scheduled project end date. The request for extension must explain in detail the reason for the project timeline extension, a budget update and the state of the progress of the project to date and a revised project end date. Please note that such extension request cannot contain a request for additional funding of the same project.

Research Ethics and Standards

The Foundation requires that all funded research projects adhere to the sponsoring institution's policies and procedures as well as accepted research standards. Grant recipients must provide evidence of all applicable ethics and research standard approvals (research ethics board) and registrations with the same title as that of the application approved by the Foundation.

Please note that the first payment of funding, and subsequent payments if applicable, are conditional upon receipt of all applicable approval certificates and registrations. Upon expiry, approval certificates must be renewed and provided promptly to the Foundation for funding to continue.

Recognition of Support from RTO/ERO Foundation

All publications and presentations arising from the funded project are to include acknowledgement of funding from "The RTO/ERO Foundation". Furthermore, the Foundation's logo should be included whenever possible. Additional recognition and stewardship opportunities will be discussed and mutually agreed upon on a case by case basis.

Reporting

Interim Reporting

During the project, the PI will make themselves, and other project participants, available to the Foundation (as appropriate) for updates, particularly related to milestone events, including for telephone interviews, and/or to provide photographs and other marketing materials, for promotion of the project.

Final Project Report

A final report (in executive summary form, 3 pages long), including final accounting, must be submitted within three months of the granting period's end date. The PI must report the results of the project, including publications and presentations, so the Foundation can track the outcomes of all funded projects. Subsequent applications will not be considered unless the previously funded research project has met all reporting requirements. Where papers are published or presented, reprints or copies must be submitted to the Foundation. Please note that you may send electronic copies by email.

Other Reporting

In addition to the final report, the PI must create a 2-3 minute video (using cost-effective technologies such as iPad) which describes their research project to others (note the intended audience is members of RTO/ERO). The cost of creating the video should be included in the project budget.

Post-Project

Six months post-project, we would like to hear about any additional impact/learnings/achievements as a result of the project. A phone interview will be arranged with the PI (and other members of the project as appropriate) to gather this feedback.

Project Budget

Grant funds must be used according to the approved project budget. However, the Foundation understands that the PI is the best judge of the use of the funds awarded and may propose a change in the use of the grant funds, except where the Foundation has specifically excluded an expense item from its funding. Please note: the PI must notify the Foundation of any significant changes in the project budget before the change is made to ensure the proposed changes meet the Foundation's eligibility criteria.

A statement of disbursement of the funds awarded must be submitted to the Foundation at the completion of the project. When work is completed or cannot be continued for any reason, unused funds must be immediately returned to the Foundation.

Leave of Absence

The PI must notify the Foundation of any leave to be taken, apart from ordinary vacation, in order to make adjustments as applicable to the status of the study and to the payment of the funds. The Foundation must be notified before the leave starts. During the absence of the PI, another investigator with an academic appointment at the same university (or institute) as the PI may be given the responsibility of monitoring the project, supervising the personnel working on the project, as well as act as signing authority for the grant. Please note that the arrangement must be outlined in writing to the Foundation from the original PI, the replacement PI and the sponsoring institution.